

Minutes of the Occupational Health and Safety Committee Meeting Salt Spring Island Fire Protection District

Meeting held: **October 26, 2017**
Meeting Room, Ganges Fire Hall

In attendance:

Committee Members: Lieutenant Ken Akerman (Co-chair), Chief Arjuna George (Management Rep), Abe Hohn (Employee Rep), Nancy Pursell (Employee Rep), Shawn Stevens (Employee Rep)

Regrets: Trustee Mary Lynn Hetherington (Management Rep)

These minutes follow the order of the agenda although the sequence may have varied.

Co-chair Akerman called the meeting to order at 5:37 p.m.

1. Approval of Agenda

The agenda was circulated prior to the meeting. By general consent it was agreed to add the following under New Business:

- 4.2 Update and discussion regarding Sarah Way Fire
- 4.3 Salish Sea Exercise
- 4.4 Update regarding purchase of new PPE
- 4.5 Sundry Safety Concerns
- 4.6 Strainer on M1 (103)
- 4.7 Discuss Fire Hall No. 1 back office door

Motion to accept the agenda as circulated moved by Committee Member Hohn.
CARRIED

2. Minutes

2.1 Receive and approve the minutes of the meeting held September 28, 2017

The draft minutes of the meeting held September 28, 2017 were distributed prior to the meeting.

By general consent the minutes were approved as circulated.

3. Old Business

3.1. WCB Inspection Report 2016 11 16 – no update

3.2. Fire Hall No. 1 structural integrity

Chief George reported that the Board had tabled further consideration of the original Herold Engineering proposal and that the Committee's recommendation regarding obtaining an assessment of the remaining useful life of Fire Hall No. 1 was referred to the Facilities & Physical Plant Committee.

3.3 Update regarding air-quality at Fire Hall No. 1

Committee Chair Akerman reported that installation of the HVAC system in the front office area is expected to be completed October 27 2017.

There was discussion about whether a similar unit(s) should be installed in the Training Room and Meeting Room. By general consent it was agreed to table consideration and revisit it at the November meeting after seeing how the system functions in the front office area.

3.4 Water Quality Hall No. 2 (Fulford)

Committee Member Hohn reported that on September 12 2017 he took a water sample from the kitchen faucet and the MB Laboratories report looks good. It was noted that reported arsenic levels were high (8.3 ppb) but still within allowable limits (10 ppb). It was suggested that the next sample should be taken after heavy rains or snow melt to see if there is any change.

There was discussion about whether a water filter is necessary. Co-chair Akerman undertook to investigate options for an under-the-sink filtration unit with UV light and Firefighter Nuyens is looking into free standing units.

When the sample was collected Committee Member Hohn noted that the aerator/strainer contained debris which might have come from the hot water tank. Co-chair Akerman undertook to flush the system.

3.5 Emergency Preparedness Response Plans

Committee Co-chair Akerman reported that he has found an "Emergency Response Plan" template that includes medical, earthquake and severe weather in addition to fire emergencies.

3.6 Update regarding decibel readings inside all apparatus

In the discussion it was suggested that decibel readings inside apparatus should be measured using proper equipment instead of a cell-phone app. Chief George to investigate. Committee members suggested that the

yearly test results should be analyzed to see if there are any trends over time. Chief George agreed to ask the membership to voluntarily agree to release their individual test results to refine the analysis of the data.

4. New Business

4.1 Review OG regarding impairment

Copies of the existing Operational Guideline regarding alcohol and drugs (OG 1.03.11) and a June 24 2017 decision of the BC Human Rights Tribunal regarding medical use of marijuana were distributed at the meeting. It was noted that the OG states zero tolerance for any impairment at the workplace.

By general consent it was agreed that the item be tabled until the November meeting.

4.2 “Near Miss” incidents at Sarah Way structure fire

Chief George reported that three “Near Miss” incidents were reported after the Sarah Way fire – two objects falling on firefighters and a member falling through the floor to knee level. There were no serious injuries.

In the discussion it was asked how the ember got through members PPE gear.

After discussing the incidents, it is the recommendation of the Committee to Chief George that:

- that OGs require that radios and mikes be decontaminated;
- members are not to re-enter a fire zone after their PPE has been decontaminated;
- after members responded to a second fire wearing dirty PPE in trucks, vehicle cabs should be decontaminated; and
- refreshments provided at an incident should be handled with FR gloves (not with bare hands).

Co-chair Akerman is looking into a new vacuum with a hepa-filter to be used at an incident scene before members go into trucks wearing PPE and afterwards to decontaminate vehicles.

Co-chair Akerman reported that Chief George is arranging for the course to be offered on island likely in November. Details to be announced.

4.3 Reconfiguring Apparatus B1

Chief George reported that during the recent Salish Sea Exercise command was located next to Apparatus B1 (old Unit 509) and that he would undertake to have Apparatus B1 exhaust system reconfigured.

4.4 Update regarding purchase of new PPE gear

Co-chair Akerman reported that with assistance from FFs Colin McDougall and Nancy Pursell he has completed an assessment of proposed new structural PPE gear using NFPA 1851.

A sample of the new balaclava was shown.

4.5 Sundry Safety Concerns

Committee Member Hohn asked that members always report safety concerns to their supervisor or to an employee rep on the OH&S Committee. Committee Member Hohn mentioned specifically “three point contact” when leaving apparatus and always use proper hand signals when backing up vehicles.

There was discussion concerning a WCB claim submitted by POC member where the “benefit” was nominal – reimbursement for one day of lost wages because of a hand injury. Suggestions included obtaining personal insurance and maybe taking it up with the Association.

It was recently noticed that the strainer on Apparatus M1 (unit 103) was again stored incorrectly – as per a previous Near Miss because of incorrect storage. The Truck Check form will be re-checked for a new position. Committee Members Akerman and Pursell agreed draft a Truck Safety Inspection check list that could be utilized for periodic inspections similar to the Hall Inspection Report.

Staff using the photocopier at Fire Hall No. 1 have been “bumped” by other members entering the building through the adjacent back door. It was suggested that a windowed door be installed to reduce the risk of injury.

5. Review of Inspection Report

Hall inspections were completed with several minor recommendations to be followed up.

6. Review of First Aid and Accident / Incident Investigations

6.1 September 2017 Statistical Report

The September 2017 Statistical Report was received.

6.2 Incident Investigations

Near Misses at the Sarah Way structure fire previously reported under New Business. Committee Members Hohn and Purssell to investigate the Training night incident.

7. Education

Chief George reported that 14 members are signed up for the OH&S Supervisor Level 1 course hosted by the District on November 21 2017.

Committee Members Purssell and Stevens expressed interest in taking Accident Investigations training.

Useful training about proper use of radios while wearing SCBA was commented on. A video is available from Motorola on the web – Google “say it loud and clear”.

8. Other Business - none

9. Next Meeting

The next meeting of the Occupational Health and Safety Committee is scheduled on November 23rd, 2017, 5:30 p.m. at the Ganges Fire Hall Meeting Room.

10. Adjournment

There being no further business, **motion** to adjourn moved by Committee Chair Akerman.
CARRIED

The meeting adjourned at 8:10 p.m.

Co-chair Ken Akerman
Committee Co-chair

Andrew Peat
Corporate Administrator